Attachment 2 – Verification of Eligibility Checklist

Verification that an Entity is Not Federally Suspended, Debarred, or Otherwise Ineligible

The Bureau of Land Management (BLM) must complete this checklist prior to issuing a lease, approving an agreement, approving an assignment or transfer to an entity for a lease or agreement, or accepting a surety bond.

Name of Entity: _____

Name of Principal(s): _____

_____

☐   Step 1: Check the Federal Government's Exclusion List on the System for Award Management (SAM) for the entity and principal(s)[1] acquiring interest in a Federal lease or agreement (individual who submits a proposal for or who enters the transaction, including an agent or representative): SAM.gov

☐   Step 2: Copy and paste results of SAM.gov query for entity below:

☐   Step 3: Copy and paste results of SAM.gov query for principal(s) below:

☐   Step 4: Check the Federal Government's Federal Awardee Performance and Integrity Information System (FAPIIS) for the entity and principal(s)[1] acquiring interest in a Federal lease or agreement (individual who submits a proposal for or who enters the transaction, including an agent or representative).: FAPIIS.gov

☐   Step 5: Copy and paste results of FAPIIS.gov query for entity below:

☐   Step 6: Copy and paste results of FAPIIS.gov query for principal(s) below:

☐   Step 7: Save a digital copy of this review and upload it into MLRS under the case action or case filing that started this review. Note: The BLM should name all documents uploaded to MLRS in the following way: **<Date filed>_<Type of document>**. For example: The BLM would name an eligibility verification completed on February 3, 2022, as 20220203_EligibilityVerification.

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[1] A principal is the entity's officer, director, owner, partner, or other person with management or supervisory responsibilities related to the transaction. *See,* 2 C.F.R. § 180.995.

☐   Step 8: After uploading the file, checkmark "Reviewed Federal Exclusion Lists" in the MLRS case action or case filing to document this review.

☐   Step 9: Print out this page and file it in the official case file record.